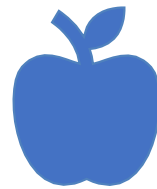


Fresh Fruit and Vegetable Program (FFVP) Updates

February 28, 2022



FFVP Updates

- FFVP allocations
- FFVP fund usage
- Flexibilities and reminders-current operations
- Applying for FFVP SY 2023
- CNP web resources





FFVP Allocations SY 2022

- Recalculated due to program error in CNP web
- Increase or no change
- Posted on Child Nutrition, FFVP webpage
- Funding to be used through September 30, 2022

Programs[CNPWeb/NEO](#)[Student Eligibility & Applications](#)[Financial](#)[Legal References](#)[Webinars and Training](#)[Contacts and Events](#)

Fresh Fruit and Vegetable Program (FFVP)

The Fresh Fruit and Vegetable Program is one way to provide healthy food to elementary school children. The level of funds provided to any one school depends on the demographics of schools that are selected to participate in the program. Federal guidelines allow funding based on a range of \$50 to \$75.

If you have questions regarding the Fresh Fruit and Vegetable Program, please contact a member of the [Child Nutrition staff](#).

[FFVP Brochure](#) to promote at open houses, parent-teacher conferences, and other community events

SY 2022 Fresh Fruit and Vegetable Awards

[FFVP Allocations](#) - January 27, 2022

[FFVP Usage Report](#) - January 31, 2022

SP19-2021

(1) This [memorandum](#) provides clarification on questions related to the operation of the Fresh Fruit and Vegetable Program (FFVP) during alternative Child Nutrition Program operations in all States and school food authorities (SFAs) due to the continued public health emergency associated with the novel coronavirus (COVID-19). (2) This memorandum applies to SFAs operating the FFVP. (3) This document relates to section 19 of the National School Lunch Act (NSLA) [42 U.S.C. 1769a].

Funding Structure

FFVP funding aligns with the federal fiscal year

- October 1st through September 30th

When does my allocation begin?

- October 1st of each school year
- Example: Current year- start October 1, 2021

What about September?

- Funding from prior year
- Example: \$2,000 remaining from June 2021 → September 2021

Fund Usage

- Allocation for the year- enrollment x \$53/student (SY 22)
- How well are funds being used?
- Currently no report in CNP web
 - Posted on Child Nutrition webpage *need to subtract September expenses
- Track internally and compare to report on website
- Mid-point review of fund usage
 - Low usage- notified by DOE Child Nutrition

FFVP Flexibilities- SY 2022

Served outside
school day (take
home)

Non-congregate
setting (remote
meals, meal pick
up)

Served alongside
breakfast and
lunch

Parent/guardian
pick up

Multiple days of
FFVP (along with
meals)

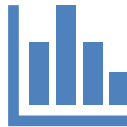
★ Reminder: all flexibilities will expire on June 30, 2022!

FFVP in CNP Web

CNP Web



Complete the annual FFVP application



Access to reports related to fund usage (not yet available!**)**

FFVP Fund Usage

FFVP Monthly Claim



Report FFVP expenses on Site Claim each month

FFVP Applications- SY 2023

- Will open in March 2022
- Completed in CNP web
 - Make sure have ID and password! Contact pamela.partridge@maine.gov.

SNP Applications E-Reviews Accounting Maintenance Reports Help Programs sstambach









Program Year: 2022 Sponsor: 14-Auburn Public Schools

Sponsor Summary

Auburn Public Schools (14)

Checklist Applications **Forms** Activities Claims Payments Users

Androscoggin County

Form Name	Revision	Status	Date Approved	Action
FFVP Auburn Middle School (25)	FFVP App can not currently be entered for 2022.			
FFVP East Auburn Community School (15)	FFVP App can not currently be entered for 2022.			
FFVP Park Avenue Elementary School (27)	0	Approved	5/24/2021	 
FFVP Sherwood Heights Elementary Sch (24)	0	Approved	5/24/2021	 
FFVP Walton School (21)	0	Approved	5/24/2021	 
FFVP Washburn School (19)	0	Approved	5/24/2021	 

FFVP Application

Park Avenue Elementary School

Contact Information

School Data

Implementation Plan

Certification

Internal use Only

Bottom of Form

✕ Exit

SNP - School Nutrition Programs

Maine Department of Education

FFVP Application

14 Auburn Public Schools

2021-2022 Program Year Program Year

Park Avenue Elementary School
27

Approved

Revision 0

View Mode: Any changes entered cannot be saved to the database.

✕

Primary Contact

Secondary Contact

	First	MI	Last
1. Name:	<input type="text" value="Chris"/>	<input type="text"/>	<input type="text" value="Piercey"/>
2. Title:	<input type="text" value="School Nutrition Director"/>		
3. E-mail:	<input type="text" value="cpiercey@auburnschl.edu"/>		
4. Phone:	<input type="text" value="(207) 333-6658"/>	Ext:	<input type="text" value="2984"/>
5. Cell:	<input type="text" value="(207) 577-0580"/>		

	First	MI	Last
Name:	<input type="text" value="Michelle"/>	<input type="text"/>	<input type="text" value="Doyon"/>
Title:	<input type="text" value="Food Service Manager"/>		
E-mail:	<input type="text" value="mdoyon@auburnschl.edu"/>		
Phone:	<input type="text" value="(207) 783-6814"/>	Ext:	<input type="text"/>
Cell:	<input type="text"/>		

School Data

6. Grade levels of children who will receive the fruits and vegetables:

<input checked="" type="checkbox"/> Pre-K	<input checked="" type="checkbox"/> Kindergarten
<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8

CNP Web Resources

Programs
CNPWeb/NEO
Student Eligibility & Applications
Financial
Legal References
Webinars and Training
Contacts and Events

CNPWeb/NEO

CNPWeb

CNPWeb is where Sponsors file their annual participation packet, file monthly claims for reimbursement and manage the Food Distribution Program (USDA Foods).

Access and Permissions

Email either child.nutrition@maine.gov or pamela.partridge@maine.gov to request access. **You must indicate your role with CNPWeb as either a Sponsor Admin or Claim Approver.**

- Sponsor Admin completes the Annual Application, monthly claim for reimbursement and USDA Foods information.
- Claim Approver is the Legal Agent/Authorized Personnel who approves the monthly claim for reimbursement.
- Verification Only permissions give the user access to enter and edit verification data only.
- View Only access allows for information to be viewed but not edited or deleted.

[Login to CNPWeb Here!](#)

If you have questions regarding submitting your claim, please contact a member of the [Child Nutrition](#)

Manuals, Guides & Instructions

Webinars

[Do you have the right permissions in CNPWeb?](#) (8:00)
[Claims & Payments](#) (11:00)

CNPWeb User Manuals

[FDP](#)
[CACFP](#)
[SNP](#)

CACFP

[CNP Web Application Instructions](#)

FFVP

[SY22 FFVP Claiming Quick Guide](#)
[FFVP in CNPWeb](#) (13:00)

SNP - Annual Application Packet

[Completing the SY22 Annual Application Packet in CNPWeb](#) (10:00)

Site Claim Reminders

- FFVP Operating and Administrative Costs
- Operating “Other” costs
 - Report approved large equipment here! (\$5,000 or less)

Fresh Fruit and Vegetables		
Operating Costs		Amount
14.	Food	3,130.16
15.	Labor	904.73
16.	Other	80.00
17.	Total Operating	4,114.89







Administrative Costs		Amount
18.	Equipment	0.00
19.	Labor	0.00
20.	Other	0.00
21.	Total Administrative	0.00
22.	Total Claim Amount	4,114.89

Don't forget! Admin costs are limited to 10% of total grant amount

Payments Tab

- Can see FFVP payments (funds spent to date)
- By district, not school

Sponsor Summary

Checklist		Applications		Forms		Activities		Claims		Payments		Users	
											Androscoggin County		
Open Balance Transactions		Lunch	Breakfast	Snack	Milk	Match	FFVP	Produce	Total Payable				
Total Open Transactions		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Batch Number	Date	Lunch	Breakfast	Snack	Milk	Match	FFVP	Produce	Total Payment				
 1131	2/11/2022	138,065.81	41,294.46	0.00	0.00	0.00	6,539.90	271.09	186,171.26				
 1128	2/2/2022	0.00	0.00	0.00	0.00	20,639.30	0.00	0.00	20,639.30				
 1123	1/12/2022	113,295.52	34,152.41	0.00	0.00	0.00	4,118.60	566.12	152,132.65				
 1118	12/13/2021	142,943.79	44,253.59	0.00	0.00	0.00	7,402.80	456.11	195,056.29				
 1113	11/12/2021	152,787.69	50,459.09	0.00	0.00	0.00	6,731.54	298.51	210,276.83				
 1107	10/12/2021	164,721.26	49,929.65	0.00	0.00	0.00	7,330.15	256.45	222,237.51				
Total Payments		711,814.07	220,089.20	0.00	0.00	20,639.30	32,122.99	1,848.28	986,513.84				

General Reminders

Equipment Requests

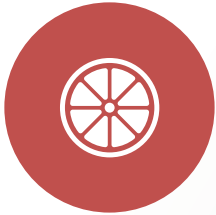
- Complete form on our website:
<https://www.maine.gov/doe/schools/nutrition/programs/ffvp>.
- Send to: stephanie.stambach@maine.gov
- Must be reviewed and approved by DOE
- No approval needed for small
wares/supplies

Equipment Requests

- Examples:
 - Fruit/vegetable wedgers and sectionizers
 - Carts/lug dollies
 - Reach in refrigerators
 - Must specify in request the percent used in FFVP vs. other CN programs



What to Serve?



FRESH PRODUCE ONLY- AIM
FOR VARIETY!



**PRE-PACKAGED FRUITS AND
VEGETABLES- REDUCES
LABOR**



PRE-CUT FRUITS AND
VEGETABLES- EASIER FOR
YOUNGER STUDENTS TO
GRAB AND EAT



OFFER WHOLE FRUITS ON
DAYS WHEN LABOR IS
LIMITED



SERVE LOCAL PRODUCE-
SUPPORT MAINE FARMERS



SCHOOL GARDEN PRODUCE

Serving Days

- Minimum 2 days/week
- Can be adjusted at any point during the school year!
- FFVP application is your *plan*
- Increase number of serving days if low fund usage



Financial Management



Spend funds in a
timely manner



Midpoint review
during the school year



FFVP Usage Report on
Child Nutrition website (in
future CNP web)

Stephanie's Top 5 Tips to Spend your Allocation

1. Buy pre-packaged fruits and vegetables (high cost, low labor)
2. Increase number of servings days (if possible)
3. Charge labor to FFVP (operational or admin)
4. Purchase large equipment
 - Need DOE approval
5. Purchase supplies and small wares
 - No DOE approval needed

On the flip side: if you need MORE money reach out to me!

FFVP Onsite Monitoring

Complete by February 1st of each year, file internally

AGENCY/DISTRICT NAME:		DATE OF REVIEW:	
SITE/SCHOOL NAME:			
What time are the items prepared?		What time are the items served?	
Today's FFVP Menu:			
		YES	NO
1. Is the FFVP offered during the school day?			
2. Is the FFVP offered outside of breakfast and lunch serving times?			
3. How many times a week is the FFVP offered at this site?			
4. Is the FFVP widely publicized at this site? Describe all methods:			
5. How many classrooms were observed as part of this review?			
6. Describe how the FFVP items are being served to students on the day of this review.			
7. Did the teacher participate in the tasting of the item(s)?			
8. Did nutrition education take place on the day of the review? If so, what type?			
9. Are proper sanitation practices being used in the classroom? Describe:			

Top 3 Resources

FFVP Handbook- newbies!

Child Nutrition staff- Stephanie

FFVP Webpage:

- <https://www.maine.gov/doe/schools/nutrition/programs/ffvp>

Questions?



CONTACT THE CHILD NUTRITION
OFFICE



#215-9437

STEPHANIE.STAMBACH@MAINE.GOV

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- (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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